

**DAKOTA COUNTY
ADMINISTRATION/FINANCE/POLICY COMMITTEE OF THE WHOLE**

Meeting Minutes

June 8, 2010

Administration Center, Government Center, Conference Room 3A, Hastings, Minnesota

1. **Call To Order And Roll Call.** Commissioner Nancy Schouweiler, Chair of the Administration/Finance/Policy (AFP) Committee of the Whole, called the meeting to order at 1:21 p.m. Roll was called with the following members present:

Commissioner Joseph A. Harris, District 1
Commissioner Kathleen A. Gaylord, District 2
Commissioner Thomas A. Egan, District 3
Commissioner Nancy Schouweiler, District 4
Commissioner Liz Workman, District 5
Commissioner Paul J. Krause, District 6
Commissioner Willis E. Branning, District 7

Others present included:

Brandt Richardson, County Administrator
Karen Schaffer, County Attorney's Office
Kelly Olson, Sr. Administrative Coordinator

2. **Audience.** Commissioner Schouweiler asked if there was anyone in the audience who wished to address the Committee of the Whole on an issue not on the agenda or to discuss an item on the consent agenda. No one appeared.
3. **Approval Of Agenda.** On a motion by Commissioner Gaylord, seconded by Commissioner Workman, the agenda was approved with the addition of Item 8.1 – Authorization To Extend Allocation Of Bonding Authority To Local Issuers Of Recovery Zone Facility Bonds.
4. **Introduction Of New Employees.** County Administrator Brandt Richardson and Financial Services Director Matt Smith introduced International City/County Management Association (ICMA) Fellows Catherine Durham and Michael Crawford.

CONSENT AGENDA

On a motion by Commissioner Egan, seconded by Commissioner Krause, the consent agenda was unanimously approved as follows:

5. **Approval Of Minutes** of meeting held on May 4, 2010.

6.1 Approval Of Employee Relations Policies Modifications.

WHEREAS, the Employee Relations Department periodically reviews and recommends revisions to policies and procedures in order to maintain and enhance the effective and responsive provision of human resource management functions to the County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby adopts the proposed modifications to Policy No. 3060 Employee Type, Term and Condition establishing the employee type "Intermittent Employee" and enhancing the requirements for hiring Limited Term employees; Policy No. 3101 Applicant Testing, Recruitment, and Selection removing special requirements for interviewing protected class applicants for employment, enhancing the nepotism definition, and simplifying the process for current employees to apply internally for County positions; and Policy No. 3102 Candidate Selection simplifies language regarding psychotherapist background checks and candidate drug and alcohol testing; and

BE IT FURTHER RESOLVED, That the County Board of Commissioners hereby adopts new Policy No. 3044 Behavioral Code of Conduct describing unacceptable workplace behaviors and procedures to address such behaviors; and new Policy No. 3104 providing procedures for conducting background checks on candidates for County paid positions and volunteers; and

BE IT FURTHER RESOLVED, That County Board of Commissioners hereby adopts these policies as presented to the Administration/Finance/Policy Committee of the Whole on June 8, 2010, and authorizes the Employee Relations Director to modify said policies accordingly.

REGULAR AGENDA

- 7.1 Update On External Review Of Investment Practices.** Public Services and Revenue Director Tom Novak and Financial Services Director Matt Smith presented this item. This item was for information only; no action was requested.
- 8.1 Authorization To Extend Allocation Of Bonding Authority To Local Issuers Of Recovery Zone Facility Bonds.** Dakota County Community Development Agency Director Mark Ulfers presented this item.

On a motion by Commissioner Egan, seconded by Commissioner Gaylord, the following resolution was recommended to the County Board:

WHEREAS, on February 17, 2009, the President signed into law the American Recovery and Reinvestment Act of 2009, Pub. L. No. 111-5 Stat. 115 (2009) ("ARRA"); and

WHEREAS, Section 1401 of Title I of Division B of ARRA authorizes state and local governments to issue Recovery Zone Facility Bonds; and

WHEREAS, the County of Dakota has received a volume caps of Recovery Zone Facility Bonds in the amount of \$20,949,000, and may use such volume cap for eligible costs or may allocate such volume cap in any reasonable manner as the Dakota County Board of Commissioners shall determine in good faith at their discretion for use for eligible costs for qualified economic development purposes or recovery zone property; and

WHEREAS, the County of Dakota does not have at the present time a qualifying and cost-effective opportunity to utilize these bonding authorities within the prescribed time limit of December 31, 2010; and

WHEREAS, the Dakota County Board of Commissioners authorized the County Administrator on December 15, 2009, to notify local issuers of the availability of Recovery Zone Facility Bonds to ascertain whether there are qualified issuers in Dakota County of Recovery Zone Facility Bonds for qualifying projects, such that the Dakota County Board of Commissioners might allocate such bonding authority within Dakota County; and

WHEREAS, the County sent notification to local issuers of the availability of Recovery Zone Facility Bonds and solicited applications generating responses for three qualifying projects within Dakota County including \$7.5 million in bonding authority requested by the City of Eagan for a 90-unit Candlewood Hotel in the Cedar Grove Redevelopment Area, \$12 million in bonding authority requested by the City of Eagan for a 80,000 square foot office building (Blue Gentian Corporate Center) located at the intersection of I-494, I-35E, and Highway 55, and \$7.5 million in bonding authority requested by the South Saint Paul Housing and Redevelopment Authority for development of an office/warehouse facility (BridgePoint Business Park) at the site of the former South Saint Paul Stockyards; and

WHEREAS, the Dakota County Board of Commissioners allocated authority on March 16, 2010, to issue \$12,000,000 Recovery Zone Facility Bonds to the City of Eagan for the eligible costs of developing the Blue Gentian Corporate Center located at the intersection of I-494, I-35E, and Highway 55 and \$7,500,000 Recovery Zone Facility Bonds to the South Saint Paul Housing and

Redevelopment Authority for the eligible costs of developing the BridgePoint Business Park at the site of the former South Saint Paul Stockyards; and

WHEREAS, the Recovery Zone Facility Bond allocation authority referenced above included an issuance deadline of June 30, 2010; and

WHEREAS, the allocations approved by the Dakota County Board of Commissioners on March 16, 2010, left a balance of \$1,449,000 in unallocated bonding authority; and

WHEREAS, the City of Eagan and South Saint Paul Housing and Redevelopment Authority have requested additional time to issue bonds due to economic conditions; and

WHEREAS, the City of Eagan has requested the balance of unallocated Recovery Zone Facility Bond authority for the Candlewood Hotel project; and

WHEREAS, an extension of the bonding allocation would provide increased opportunity for the Recovery Zone Facility Bonding capacity to benefit projects in Dakota County.

NOW, THEREFORE, BE IT RESOLVED, That the Dakota County Board of Commissioners hereby extends the allocation of Recovery Zone Facility Bond authority from June 30, 2010, to August 31, 2010; and

BE IT FURTHER RESOLVED, That the Dakota County Board of Commissioners allocates the balance of its Recovery Zone Facility Bond authority in the amount of \$1,449,000 to the City of Eagan for the Candlewood Hotel project with an issuance deadline of August 31, 2010.

11. **County Administrator's Report.** The County Administrator's report followed.
10. **Adjournment.** On a motion by Commissioner Harris, seconded by Commissioner Workman, the meeting was adjourned at 2:09 p.m.

Respectfully submitted,

Kelly D. Olson
Senior Administrative Coordinator to the Board